

19 April 1961

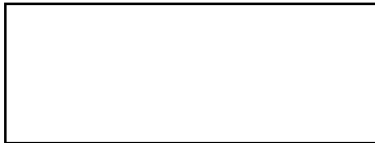
MEMORANDUM FOR: Director of Central Intelligence
Deputy Director of Central Intelligence
Deputy Director (Support)
Deputy Director (Plans)
Deputy Director (Intelligence)
Inspector General

SUBJECT: Implementation of Joint Study Group Recommendation No. 32

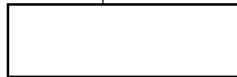
1. This memorandum requests action on the part of the DCI, the Deputy Directors and the Inspector General. Such request is contained in paragraph 4.

2. The attached proposal for subsequent consideration by the United States Intelligence Board has been discussed with staff members of the Department of State, the Department of Defense, the Central Intelligence Agency and the United States Bureau of the Budget.

3. The following were consulted within the Central Intelligence Agency:



4. It is requested that the attached proposal be reviewed at the Deputies' Meeting on 21 April 1961 and approved by the Director for further consideration by the United States Intelligence Board.



Assistant for Coordination

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UNITED STATES INTELLIGENCE BOARD

Office of the Chairman

19 April 1961

MEMORANDUM FOR THE UNITED STATES INTELLIGENCE BOARD

SUBJECT: Implementation of Approved Recommendations

REFERENCE: NSC Action re: "Foreign Intelligence Activities"
(including Recommendations of Joint Study Group)
USIB-D-1.5/3, dated 19 January 1961

1. Recommendation No. 32 of the Joint Study Group's Report, as approved, requires that the United States Intelligence Board, (USIB) with the assistance of the Coordination Staff of the Director of Central Intelligence, review the future plans and programs of each member of the intelligence community for consistency and proper allocation of effort at the beginning of each annual budget cycle. The Recommendation also states that the Board's views should serve as a basis for guidance and coordination to the intelligence community and for reporting to the National Security Council annually.

2. The Coordination Staff, after discussions with staff members in the Department of State, the Department of Defense, the Central Intelligence Agency and the Bureau of the Budget, has prepared the attached instructions. The instructions are designed to follow generally the format and definitions used in submitting FY 1960 cost estimates to the USIB, with the following principal exceptions:

- a. Photographic intelligence has been identified as a separate category because of its significance.
- b. The Management category has been combined with the Support category in an effort to simplify reporting.
- c. Screening and Distribution has been eliminated as a separate category and provisions have been made for distribution throughout the appropriate collection and production categories.
- d. Data Processing Equipment has been added as a category under Additions to Capital Equipment because of its importance.
- e. Separate forms for reporting foreign counterintelligence activities have been added.

3. Utilization of the general format for FY 1960 costs estimates and the timing embodied in the attached instructions are believed necessary for the following reasons:

a. The timing will permit views of the USIB to be made known in time to be considered by the heads of the departments and agencies concerned at an appropriate stage in the formulation of plans and programs for FY 1963.

b. The FY 1960 cost estimates format, as modified, provides a sound basis for the initial program review effort by the USIB, which can be further refined in future years.

c. Use of a format and definitions which are generally familiar to the departments and agencies concerned is deemed the only feasible method to meet the timing required.

4. I propose that the Board assign responsibility for preparation for fiscal year 1963 reports, as outlined in the attached instructions, to all USIB member agencies who are engaged in the conduct of foreign intelligence activities.

5. The Assistant for Coordination and his Staff will be available for assistance to the member agencies preparing reports. Reports should be submitted to the Assistant for Coordination by 15 June 1961 to permit consolidation, analysis and presentation to the Board early in July. Later submittals can not be utilized because of the time element.

ALLEN W. DULLES
Chairman

INSTRUCTIONS FOR REPORTING FY 1963 FOREIGN INTELLIGENCE PLANS AND PROGRAMS.

1. Purpose

The purpose of the report is to provide the United States Intelligence Board information which will enable the Board to review future plans and programs of each member agency of the intelligence community engaged in foreign intelligence activities for consistency and proper allocation of effort at the beginning of the Fiscal Year 1963 budget cycle. The Board's views will be made known to the heads of the agencies concerned in sufficient time to permit consideration of these views in the formulation of plans and programs for inclusion in FY 1963 budgets.

2. Scope

The reports should provide for the inclusion of all activities previously reported as FY 1960 foreign intelligence cost estimates. Counter-intelligence activities should also be included. [] Advanced Research Projects Agency-controlled projects and data processing machines serving foreign intelligence purposes primarily should be reported in the appropriate categories. Any U. S. foreign intelligence systems which might be able to give warning prior to the actual launching of an attack should be included. U. S. systems designed to give early warning of the actual launching of an attack such as BMEWS, DEW or other tactical detection or reconnaissance devices and the activities of tactical reconnaissance organization should be excluded.

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3. Due Dates

Reports should be submitted in quintuplicate to the Assistant for Coordination no later than 15 June 1961 for consolidation, analysis and presentation to the United States Intelligence Board early in July. The heads of the departments and agencies concerned will be apprised of the Board's views shortly thereafter.

4. Procedures

Reports will be submitted by all member agencies of the USIB who are engaged in the conduct of foreign intelligence activities.

The procedures outlined herein are intended to furnish the Board with succinct statements of planned programs and objectives to permit meaningful evaluations in a short period of time. The following narrative information will be submitted:

- a. General descriptions of the major programs planned for FY 1963, including the objectives of each program and an appraisal of the degree to which the FY 1963 programs are expected to achieve those objectives.

b. Principal changes planned for FY 1963 in comparison with FY 1962, specifically indicating significant new activities and planned terminations, reductions or expansions and the geographic areas or military commands involved. Dollar and man-year estimates roughly indicative of the general magnitude of each change should be included.

c. Anticipated long range implications of the FY 1963 programs in terms of their probable effects upon FY 1964 and FY 1965 programs, especially increased or decreased costs.

The narrative information requested above will be presented as shown in attachments C and D and keyed to each line of the formats shown in attachments A and B, respectively. The formats of attachments A and B and the definitions used are similar to those used to report FY 1960 foreign intelligence cost estimates to the USIB. Presentations should, if possible, be limited to two single spaced pages for each line item on attachments A and B. Each page should be identified at the top with the appropriate line item designation. The information should be presented in outline fashion as illustrated in attachments C and D.

Attachments A and B will also be used to present tabular statistics for FY 1961, FY 1962 and FY 1963. These statistics should be based upon currently available estimates.

5. Definitions Applicable to Attachments A and B

SECTION I: Requirements, Collection and Technical Processing Activities consists of those activities directly involved in requirements processing, and in the collection, processing, screening and dissemination of foreign intelligence information. This includes requirements coordination and processing, the handling and distribution of raw information upon receipt from the collectors, and intelligence research and analysis carried on in direct support of requirements, collection, processing and dissemination activities.



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f. Foreign Service and Attache Collection and Reporting includes that portion of the Department of State's overseas Foreign Service efforts that may reasonably be directly attributed to the collection and reporting of intelligence information (other than the procurement of publications) and all of the military attache system.

g. Publications Procurement includes all foreign publications, procurement activities, and the related personnel and logistics support.

h. Other-Non-Overt includes any other clandestine or non-overt collection activities, not covered above. Activities included under this general title will be appropriately broken out and described in footnotes, sanitized, if necessary.

i. Other Overt includes overt domestic and foreign collection not shown above. Activities included under this heading will be appropriately broken out and described in footnotes.

SECTION II: Production and Dissemination Activities includes intelligence activities involved in the evaluation, collation, analysis, integration, and interpretation of intelligence information received from the collection and processing activities listed in Section I., above, the resulting production and dissemination of finished intelligence therefrom, and the assembling of "evaluations" of reports from the analysts for transmission to the collectors.

a. Military Intelligence includes primarily military aspects of finished intelligence production and its dissemination -- including such matters as intelligence on military organization, equipment in use, training, deployment, TO's, order of battle, and logistics capabilities. It covers that finished intelligence for which the Department of Defense has production responsibilities under provision of

NSCID No. 3; and the integration of various aspects of military intelligence into over-all military estimates (as in the production of certain National Estimates), and of Joint Intelligence under the Joint Staff.

*b. Political and Sociological Intelligence includes the production and dissemination of finished political and sociological aspects of other intelligence matters including contributions to National Estimates.

*c. Economic Intelligence covers the production and dissemination of finished economic intelligence concerning the potentialities, utilization, and vulnerabilities of a foreign nation's natural and human resources -- including such subjects as raw materials, manufacturing (including weapons production), trade and finance, services, transportation and communications.

*d. Scientific and Technical Intelligence includes the production and dissemination of finished intelligence on:

(1) The progress of foreign scientific research and development, and achievements resulting therefrom -- affecting the military, economic or political potential of a nation.

(2) Technical devices, equipment, and processes; and scientific or technical aspects of foreign structures, installations, equipment, or weapons, etc., -- whether in production or under development.

*e. Geographic Intelligence includes the production, cartographic preparation and dissemination of intelligence on the natural features, (e.g., terrain, shores, coasts, seas, weather, etc.,) of foreign areas.

SECTION III: Management and Support Activities includes those activities not covered under Section I and II, above, concerned with the policy direction, planning, supervision, and support of the foreign intelligence programs; or which normally provide a significant measure of support to many if not most of the separate activities listed in Sections I and II, above.

a. Management, Administration and Coordination includes those departmental overhead functions which are reasonably assignable to the foreign intelligence effort as a whole -- including, for example,

* The three Military Services and the Joint Staff will include under II., b., c., d., and e., as pertinent, estimates on their finished intelligence production effort on that political and sociological, economic, scientific and technical, or geographic intelligence which is pertinent to their departmental missions.

policy direction, planning, supervision, personnel, legal counsel, transportation, inspection, budgeting and fiscal operations, auditing, etc.

b. Communications includes all commercial and governmental communications which can be reasonably attributed to the support of foreign intelligence activities.

c. Security includes both physical security and personnel security measures directly related to activities which comprise the foreign-intelligence effort.

d. Training includes activities conducted for the support of the foreign intelligence activities listed elsewhere in this format. Where only a portion of a training facility is devoted to supporting intelligence activities, estimates should be distributed.

e. Research and Development includes the research and development which directly contributes to the development of devices, equipment and techniques for use in the foreign intelligence effort. This may range from research and development conducted solely for intelligence purposes (so that the full cost would logically be charged to the intelligence effort) to those research and development activities which are conducted only in part for intelligence purposes (and of which, therefore, only an appropriate portion of costs should be allocated as a charge against intelligence). (Substantive intelligence activities under research contracts should be included under the intelligence-production or other headings already outlined above.)

f. Translation and Exploitation includes all activities conducted for the selective exploitation of foreign-language materials of intelligence interest -- including translation, abstraction, summarization and commentaries and the dissemination of the resultant product.

g. Reference Facilities includes libraries, collections and registers, containing primarily intelligence materials and associated data processing systems in actual use.

h. Printing and Reproduction includes the printing and reproduction of such materials as finished intelligence reports, bulletins, briefs, maps, collection manuals, forms, etc., -- in support of the activities listed in the other sections of this format.

SECTION IV: Additions to Capital Equipment

This section should include the separately identifiable estimates for additions to capital equipment -- such as buildings, installations,

aircraft, vehicles, data processing equipment and any other major equipment used primarily in connection with the foreign intelligence activities covered by this report. Explanatory notes should reveal the intended use, objectives to be served, and any major operating and maintenance costs expected in connection with the additions. Capital equipment will be excluded from the data shown in Sections I, II, and III of the format.

MAN-YEARS: Man-years should be based on estimated average on-duty strengths for the fiscal years concerned.

COUNTERINTELLIGENCE: Counterintelligence is defined as that intelligence activity, with its resultant product, which is devoted to destroying the effectiveness of inimical foreign intelligence activities and which is undertaken to protect the security of the nation, and its personnel information and installations abroad, against espionage, and subversion.